

# DAIRYNZ Position Description

## Farm Systems Team Manager

### Position

**Position Title:** Farm Systems Team Manager  
**Direct Report:** 6  
**Budget:** Varies, Project Budgets  
**Management Position:** Yes

**Reports to:** Head of Solutions & Development  
**Career Level:** People Leader  
**Revenue:** Nil  
**Delegated Authority:** \$20,000

### Purpose of DairyNZ

Our Purpose: ***Progressing a positive future for New Zealand dairy farming.***

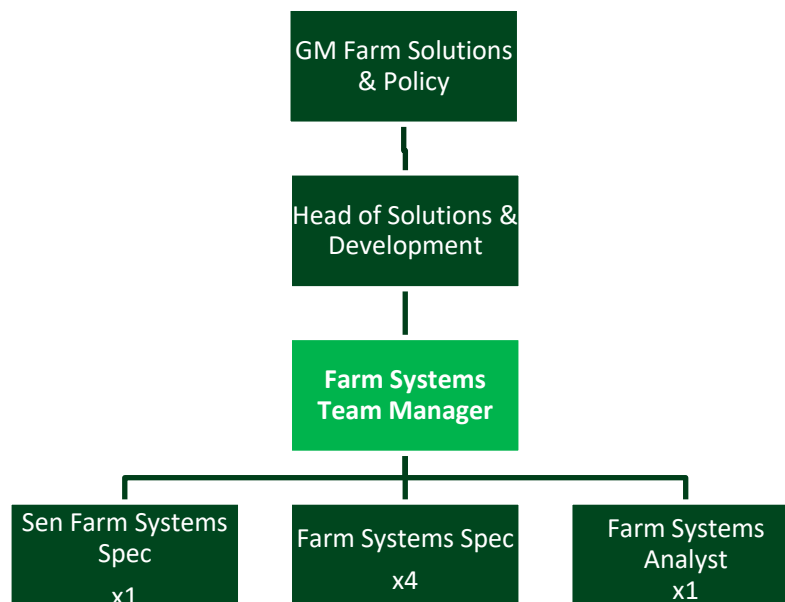
That's why we exist for farmers, working along them and others to leverage our collective strength and create purposeful change.

### Purpose of the position

This role will lead the Farm Systems Specialists team to assist in the delivery of the programmes within DairyNZ's strategy, by providing coaching and mentoring of team members to maintain and enhance their core skills to provide Farm Systems expertise, and be outcomes focused with agile delivery for high impact. This role will support leading the team in the delivery of the strategy.

Alongside leadership of the team, this role will also be delivering solutions to farmers and sector needs through agile working. They will contribute towards the delivery of the priority areas identified in the DairyNZ strategy, through the translation of policy, regulation, and best practice information and data; as well as providing insight driven guidance into practical solutions. This role is responsible for providing expertise in Farm Systems and behaviour change, be outcomes focused, and ensure agile delivery for high impact.

### Team organisation chart



## Key position deliverables

Key deliverables of the role to be reflected in the Performance Agreement and Individual Performance Targets.

Key Performance Requirement:	Key Indicators:
Solutions and Development Delivery	<ul style="list-style-type: none"> <li>• Uses whole farm system and farmer behaviour knowledge to support the design and develop effective products and resources that deliver to priority sector needs.</li> <li>• Contributes to collection, processing, and synthesising of data from various sources when developing products to meet sector needs.</li> <li>• As relevant, interpret and translate research and science information, to develop tools and resources into a useable format for the end user(s) that drives behaviour change and creates impact.</li> <li>• Ability to contextualise messages and information to engage the audience and enhance delivery outcomes.</li> <li>• Values diverse perspectives and working with others to achieve the best output possible.</li> <li>• Maintains Awareness of the issues facing farmers and the industry.</li> <li>• Uses critical thinking to evaluate problems, gather information, understand causes, and identify best possible solutions. Invests time in planning, discovery, and reflection to drive better decisions and more efficient implementations.</li> <li>• Technical knowledge in Farm Systems.</li> </ul>
Relationship Management	<ul style="list-style-type: none"> <li>• Displays an ability to build and maintain effective connections with stakeholders.</li> <li>• Develops internal and external trusting and professional relationships.</li> <li>• Purposefully develops networks to deliver value through collaboration.</li> <li>• Utilise networks 'test' ideas and solutions.</li> <li>• Uses tact and diplomacy to navigate difficult situations. Can relay key messages by creating a story, targeted to specific audiences.</li> </ul>
Planning & Delivery	<ul style="list-style-type: none"> <li>• Contribute to Project Management Office process, including monitoring work against milestones and deliverables and evaluate outcomes.</li> <li>• Perform all project tasks within allocated timeframe to specified standard, within budget.</li> </ul>

<p>People Leadership and Development</p>	<ul style="list-style-type: none"> <li>• Provide strong leadership for Team, fostering and maintaining a culture of high performance, accountability, and collaboration as 'one DairyNZ'.</li> <li>• Apply sound and consistent people leadership and management practices to direct reports and across DairyNZ.</li> <li>• Regularly communicate DairyNZ and team specific purpose and vision to staff to link activity and responsibilities to outcomes of the DairyNZ strategy.</li> <li>• Effectively manage and develop direct reports, monitoring performance against plans and objectives and providing regular constructive feedback.</li> <li>• Provide mentorship and professional development opportunities for direct reports, ensuring their growth and alignment with their career aspirations and DairyNZ's strategic goals.</li> <li>• Coach and guide direct reports in problem solving, manage barriers to delivery.</li> <li>• Work with the Head of Solutions and Development to foster high levels of integration and collaboration with the wider Solutions and Development team, ensuring teams operate closely as one team.</li> </ul>
<p>How We Work</p>	<ul style="list-style-type: none"> <li>• Support DairyNZ values and principles: Courage, Credibility, Connected and Curiosity.</li> <li>• Understand and adhere to company policies and guidelines.</li> <li>• Encourages and works as one team with the organisation to achieve great collaboration results.</li> <li>• Actively support and contribute to DairyNZ organisational culture of one team.</li> <li>• Actively support and encourage continuous improvement to drive our organisation forward.</li> <li>• Strive to provide a safe and healthy workplace</li> <li>• Role model industry safe working practices</li> <li>• Actively promote DairyNZ Health, Safety &amp; Wellbeing Policies and procedures.</li> <li>• Support and encourage employee participation and consultation in all aspects of Health, Safety and Wellbeing.</li> <li>• Comply with legislative requirements and relevant standards.</li> </ul>

### Key relationships

Internal	External
Farm Solutions and Policy Team	Dairy Farmers
Programme and Workstream Managers	Rural professionals
Research and Science Team	Government agencies, including Regional Councils
Corporate Services (Finance, Project Portfolio Office, Digital, Facilities).	Industry stakeholders (e.g. Milk Companies, Fertiliser Industry)
	Other adoption partners

### Qualifications and experience

Essential	Preferred
Relevant tertiary qualification	Project and Programme management experience
Knowledge of New Zealand dairy farm systems and of the wide range of issues relevant to dairying in New Zealand.	Agribusiness extension experience of delivery solutions to NZ dairy farmers, such as consultancy, dairy farmer sales or service, other non-profit development and extension services.
Expertise in whole farm analysis, pasture and feed management, animal nutrition, environmental sustainability, farm financials, and the ability to integrate scientific knowledge with practical farm solutions to optimise productivity and resilience.	Experience in group facilitation
Experience of working with farmers to achieve positive change on farm through behaviour change measures.	Formal development, understanding, or interest of psychology or human behaviour
Programme, product, or resource development Experience.	
Leadership skills including ability to lead a team and drive for performance	
Excellent communication and presentation skills (written and verbal) to a variety of audiences - can succinctly express ideas and influence the audience	

Proven networking and relationship building skills, working with a range of people with varying needs	
A proven history of delivering high quality work, on time and within budget	

### Job specific & technical competencies

Category	Descriptor/Evidence
Leadership	Actively leads, inspires and motivates staff, providing challenging and stretching tasks, aids and contributes to compelling development plans and supports the execution of them. Proactively champions change. Develops personal profile and establishes credibility across the organisation. Demonstrates leadership within the industry.
Farm Systems	Expert in the whole farm system philosophy, key discipline areas and their related tensions/synergies
Managing Vision & Purpose	Communicates a compelling and inspired vision or sense of core purpose; talks beyond today; talks about possibilities; is optimistic; creates mileposts and symbols to rally support behind the vision; makes the vision sharable by everyone; can inspire and motivate entire units or organisations.
Organisational awareness	Contribute to the organisation by understanding and aligning actions to the organisations goals, core functions, needs and values.
Relationship building	Develops internal and external trusting and professional relationships. Purposefully develops networks to build value through collaboration.
Rural knowledge	Understands the rural community and keeps up to date with the economic, political, and environmental issues affecting farmers.
Listening and coaching skills	Demonstrates active listening skills through eye contact, paraphrasing, appropriate body language and checking understanding. Demonstrates questioning skills to explore issues, assess mindsets and help bring clarity
Strategic agility	Sees ahead clearly; can anticipate future consequences and trends accurately; has broad knowledge and perspective; is future orientated; can articulately paint credible pictures and visions of possibilities and likelihoods; can create competitive and breakthrough strategics and plan.
Technical expertise	Subject matter expert with practical and theoretical specialist expertise and a foundation at tertiary level (or equivalent experience) for the relevant specialist area (Farm systems). Takes responsibility for increasing expertise and keeping up to date with industry changes and technical knowledge.
Clear Communicator	Articulates ideas and intentions clearly and succinctly. Is honest, tactful and diplomatic in interactions. Writes clearly and succinctly; can get messages across that have the desired effect. Provides the information people need to know to do their jobs and to feel good about being a member of the team, unit, and/or the organisation. Provides information so others can make accurate decisions; is timely with information.
Development	Can understand issues and identify appropriate solutions with an eye on improvement. Questions and undertake analysis to understand best fit solutions. Can use various sources to research, analyse, design and deliver solutions such as products, tools, resources, services to effectively meet target audience need.

	Understands capacity building and behaviour change and applies to solutions to ensure adaption.
Project Management, Planning & Delivery	Uses project management methodology to enable effective delivery to milestones and deadlines. Plans and schedules project work effectively. Identifies and engages stakeholders and collaborates when appropriate. Able to successfully manage multiple stakeholder projects.

### Career level competencies – People Leader

Competency	Descriptor/Evidence
DECISION QUALITY	Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgement; most of his/her solutions and suggestions turn out to be correct and accurate when judged over time; sought out by others for advice and solutions.
DEVELOPING DIRECT REPORTS AND OTHERS	Provides challenging and stretching tasks and assignments; holds frequent development discussions; is aware of each person's career goals; constructs compelling development plans and executes them; pushes people to accept developmental moves; will take on those who need help and further development; co-operates with the developmental system in the organisation; is a people builder.
DELEGATION	Clearly and comfortably delegates both routine and important tasks and decisions; broadly shares both responsibility and accountability; tends to trust people to perform; lets direct reports and others finish their own work.
KEEPING OTHERS INFORMED	Provides the information people need to know to do their jobs and to feel good about being a member of the team, unit, and/or the organisation; provides individuals information so that they can make accurate decisions; is timely with information